TO:

**BOARD OF SUPERVISORS** 

FROM:

Climate Change Working Group

DATE:

December 16, 2008

SUBJECT: Municipal Climate Action Plan and Next Steps

# SPECIFIC REQUEST(S) OR RECOMMENDATION(S) & BACKGROUND AND JUSTIFICATION RECOMMENDATION(S)

1. ADOPT the Municipal Climate Action Plan (MCAP), which includes municipal emissions reduction targets, quantifies greenhouse gas reductions from existing municipal programs as well as potential reductions from the implementation of additional programs, and is intended to prioritize potential future actions that the County could implement to achieve the most cost-effective reductions (Attachment A).

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- 2. DIRECT the Climate Change Working Group to return to the Board of Supervisors within 90 days with an evaluation and recommendations for possible application of a climate protection charge on departments to fund programs identified in the MCAP or to further community-wide climate protection efforts.
- 3. DIRECT the Climate Change Working Group to work with the County Administrators Office to solicit suggestions/input from all County departments and return to the Board of Supervisors within one year with a report summarizing specific operational measures ("best practices") that can potentially be implemented at the department-level that would reduce emissions from County operations, including options for reducing vehicle miles traveled by employees/visitors (including potential user fee for parking as identified in the MCAP) and reducing consumption of energy, water and other resources (e.g. paper) at County facilities.
- 4. DIRECT the Climate Change Working Group to return to the Board of Supervisors in one year to provide a status report on implementation of the MCAP measures and recommendations regarding short-term strategy for further reducing community-wide greenhouse gas emissions that is financially feasible based on current economy.
- 5. ACKNOWLEDGE that County Department of Conservation and Development (DCD) staff will submit meeting notes from the Climate Change/AB 32 Task Force, attended by Supervisor Gayle B. Uilkema and DCD staff, to the Board of Supervisors consent calendar whenever they are made available (Attachment B).

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CONTINUED ON ATTACHMENT: X YES X NO	SIGNATURE Quent to for
RECOMMENDATION OF COUNTY ADMINISTRATOR	RECOMMENDATION OF BOARD COMMITT
APPROVEOTHER	
SIGNATURE(S):	Jason Cyro
ACTION OF BOARD ON 12/10/08 APP	PROVED AS RECOMMENDED OTHER
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VOTE OF SUPERVISORS	I HEREBY CERTIFY THAT THIS IS A TRUE AND CORRECT COPY OF AN ACTION TAKEN AND ENTERED ON THE MINUTES OF THE BOARD OF SUPERVISORS ON THE DATE SHOWN.
ABSENT: NOES: 'ABSTAIN: ABSTAIN: ABSTAI	
	ATTESTED 12/16/08
<ul> <li>Contact: Deidra Dingman (925-335-1224)</li> <li>cc: Vince Guise, Agricultural Commissioner         Catherine Kutsuris, Dept of Conservation &amp; Development (DCD)         Thom Huggett, DCD-Building Inspection     </li> </ul>	DAVID TWA, CLERK OF THE BOARD OF SUPERVISORS AND COUNTY ADMINISTRATOR
Dr. Bill Walker, Health Services Department (HSD) Dr. Wendel Brunner, HSD-Public Health Mike Lango, General Services Department (GSD) Julie Bueren, Public Works Department (PWD) Jason Crapo, County Administrators Office (CAO)	BY DEPUTY

Municipal Climate Action Plan and Next Steps December 16, 2008 Page 2 of 4

## **FISCAL IMPACT**

Contra Costa County was awarded a Climate Protection Planning grant from the Bay Area Air Quality Management District in the amount of \$40,000 (which became effective in April 2008) to fund certain staff costs associated with the development of the Municipal Climate Action Plan (MCAP). The implementation of the measures identified in the MCAP should not be expected to be funded within existing maintenance and departmental budgets and will require additional funding in most if not all cases. (Specific implementation costs can be found in Section 6 of the MCAP.) However, all but one of the fifteen proposed measures included in the MCAP (which requires further research after completion of a pilot project) have available funding sources, reasonable payback periods, or even generate revenue. The MCAP includes external funding opportunities as well as internal mechanisms for generating funding for implementation. Recommendations 2-5 will involve unfunded staff time to attend meetings and develop reports.

## BACKGROUND/REASONS FOR RECOMMENDATION(S)

The Contra Costa County Board of Supervisors originally formed the Climate Change Working Group (CCWG) in May 2005. The CCWG is comprised of the Agricultural Commissioner, the Deputy Director of Building Inspection, and the Directors of Conservation and Development, General Services, Health Services, and Public Works. Background regarding the County's climate protection efforts, including previous Board Orders, is available on the County's website (<a href="https://www.cccounty.us/climate">www.cccounty.us/climate</a>).

The County is approaching the climate protection process in two phases. The first will focus on reducing greenhouse gas emissions generated by the County's municipal facilities and operations, and the second will focus on reducing emissions from the greater community. While community-wide reduction measures may result in greater greenhouse gas reductions, the County government has greater control over its municipal emissions, and an initial focus on municipal operations provides an opportunity for the County to lead by example.

The following table illustrates the County's progress in the climate protection process, according to the milestones outlined in the Cities for Climate Protection Campaign designed by ICLEI – Local Governments for Sustainability (formerly known as the International Council for Local Environmental Initiatives), to which the County is a member.

Milestone	Municipal	Community-wide
Conduct emissions inventory	Completed - July 2008	Completed - July 2008
2. Adopt emissions reduction targets	Complete - if Board approves Recommendation 1	Completed – October 2007
3. Develop climate action plan	Complete - if Board approves Recommendation 1	Develop short-term strategy if Board approves Recommendation 4
4. Implement climate action plan	Initiate targeted implementation if Board approves Recommendations 2 & 3	
5. Monitor results	Periodic (implementation status update recommended annually, frequency of re-inventory to be determined)	

July 2008 - Board accepted the revised "Contra Costa County Greenhouse Gas Emissions Inventory Report" (first accepted in October 2007), which summarizes the results of the County's greenhouse gas emissions inventory for municipal and community-wide emissions.

October 2007 - Contra Costa County adopted the long-term community-wide greenhouse gas reduction target set by the US Cool Counties Climate Stabilization Declaration which calls on the County to work with local, state, and federal governments and other local leaders to develop a regional plan to reduce countywide GHG emissions to 80% below baseline levels by 2050.

In October 2007, the Board also authorized the CCWG to develop a Municipal Climate Action Plan (MCAP). A Climate Action Plan (CAP) represents the local blueprint for climate protection,

## BACKGROUND/REASONS FOR RECOMMENDATION(S) - continued

which should include the set of programs and policies the jurisdiction will implement in order to achieve its chosen emissions reduction targets. The CAP should include existing initiatives as well as potential policies and programs that, when implemented, will help meet the emissions reduction targets. Consistent with the phased approach mentioned above, the County's MCAP focuses on policies and programs that target emissions from municipal facilities and operations which the County controls.

The County was awarded a Climate Protection Planning grant from the Bay Area Air Quality Management District (BAAQMD) in the amount of \$40,000, effective in April 2008 and lasting until June 2009 (or depletion of funds), to help fund the development of the MCAP. The BAAQMD's Climate Protection grants support greenhouse gas reduction activities across the Bay Area, and the County was selected from a pool of 81 applicants. This grant funded staff time associated with the development of the MCAP, presented for adoption today, which includes:

- Quantification of the greenhouse gas reductions and implementation costs for existing, planned, and potential reduction measures that target emissions from municipal operations:
- Implementation scenarios and funding sources for these measures;
- Analysis of various greenhouse gas reduction targets; and
- Detailed methods and metrics for use by Contra Costa cities and other local governments.

This grant also funded the development of a climate protection toolkit for use by other local governments, including the MCAP, a list of greenhouse gas reduction metrics, and a list of planning and funding resources. This toolkit will be available online in the next few months.

As part of this grant contract, County DCD staff worked extensively with local cities and other local jurisdictions and agencies. DCD staff represented the County at a variety of meetings and events and gave presentations on the County's process to the Climate Change/AB32 Task Force, the Contra Costa Mayor's Conference, and the Moraga Town Council. County DCD staff also aided the local cities in their climate action processes by providing advice whenever needed and reviewing their documents and plans for accuracy and applicability.

The MCAP demonstrates that the County's existing and planned municipal programs already result in an annual greenhouse gas reduction of about 26% below a business-as-usual scenario. Furthermore, the potential measures identified in this report would allow the County to reduce its municipal greenhouse gas emissions by an additional 37% to a total of 63% below a business-as-usual scenario by 2030, and all but one project (which requires further research after completion of a pilot project) have available funding sources, reasonable payback periods, or even generate revenue. Estimated future emissions reductions have been calculated using assumptions which are based on the best information currently available, however actual outcomes may differ and, therefore, periodic progress monitoring is critical to tracking success.

With the completion of the MCAP, the County's next steps include the implementation of the MCAP and the development of a Climate Action Plan that would target greenhouse gas reduction from the greater community.

## MCAP Strategies that could generate revenue to fund County's climate protection efforts

The following two strategies would potentially generate funding adequate to cover the cost of implementation and potentially generate adequate revenue to implement additional measures identified in the MCAP.

1. <u>User Parking Fee.</u> Implementation of a user fee for parking could help pay for more convenient employee commute alternatives, such as extended County Connection bus service to County buildings in Martinez. A potential first phase would be to implement user fees for County parking facilities in Martinez. The implementation cost of this phase would be about \$800,000, but the potential annual revenue would be about \$2 million (assuming a monthly fee of \$35 per space). A direction to develop a more detailed proposal for the implementation of

## BACKGROUND/REASONS FOR RECOMMENDATION(S) - continued

this measure would allow County staff to further investigate its feasibility and benefits. The Transportation Planning Section suggests that this proposal would be developed in collaboration with all County departments, employee unions, the City of Martinez, County Connection, neighboring properties and other stakeholders as necessary to address implementation issues and necessary resources.

2. Climate Protection Charge. Institution of a climate protection charge that would be passed on to departments in conjunction with other building/facility occupancy charges could generate revenue for the County to fund further climate protection efforts. A direction to develop a more detailed proposal for the implementation of this measure would allow County staff to further investigate its feasibility and benefits.

#### Additional MCAP recommendations

The items recommended for consideration by the Board pertain to the following MCAP recommendations:

- adoption of a **GHG reduction target of 50%** below baseline emissions levels by 2030,
- use of ranking of proposed measures (based on both GHG reduction potential and fiscal impact) to guide future implementation,
- development of a **community-wide Climate Action Plan**, in collaboration with local cities or with public input.

The MCAP also includes the following recommendations for consideration in the future:

- development of a green building standard for new and remodeled municipal buildings,
- formation of a **staff workgroup** focused on environmental initiatives to advocate consistent implementation and facilitate maximum cross-departmental participation in greenhouse gas reduction measures, and
- use of additional future GHG inventories to monitor progress, and
- allocation of **funding for a dedicated staff person** to help the County meet its targeted goals in a strategic and comprehensive manner.

## Climate Change/AB32 Task Force Meeting Minutes

Supervisor Gayle B. Uilkema and County DCD staff have routinely attended the monthly meetings of the Climate Change/AB32 Task Force, which is comprised of representatives from the Contra Costa Mayors' Conference, local governments, and the private sector. In July 2008, the Board directed DCD staff to provide the Board with minutes from these meetings by submission to the Board's consent calendar. The Task Force does not produce minutes, however they started providing DCD staff with their "Meeting Notes" following the November 10, 2008 meeting (see Attachment B). The next meeting will likely be held in late January and DCD staff will submit future meeting notes to the Board whenever they become available.

## **ATTACHMENTS:**

- A. Contra Costa County Municipal Climate Action Plan December 2008
- B. Climate Change/AB32 Task Force Meeting Notes for November 10, 2008

## ADDENDUM December 16, 2008, Agenda Item D.2

On this day, the Board of Supervisors considered adopting the Municipal Climate Action Plan which includes municipal emission reduction targets, quantifies greenhouse gas reductions from existing municipal programs as well as identifies potential reductions from the implementation of additional measures, and directing the Climate Change Working Group to work with the County Administrator's Office and county departments to identify and evaluate other measures that could be implemented to further reduce greenhouse gas emissions in the County.

Deidra Dingman, Conservation and Development Department, introduced the item and noted that part of today's recommendation includes coming back to the Board within 90 days with information on what kind of revenue could be generated and the associated implications. She said the Working Group will have to work closely with General Services to determine what cost savings will be realized and by whom, in hopes that the information could serve as incentive for County departments.

Catherine Kutsuris, Conservation and Development Director, thanked the County departments for their cooperation in this effort.

Supervisor Gioia said we need to be proactive and noted the single largest source of emissions in the report is from employee commutes. He suggested that parking fees could reduce the amount of emissions.

Supervisor Piepho expressed support but said she has significant concerns about the current state of the County's finances.

Supervisor Uilkema said she is hopeful that the Air District will be providing another round of grants. She also suggested working collaboratively with the cities.

Supervisor Bonilla also commented on the need for broader partnerships, and added that the best approach is often to phase changes in over multiple years.

By a unanimous vote of 5-0 with none absent, the Board of Supervisors took the following actions:

ADOPTED the Municipal Climate Action Plan which includes municipal emission reduction targets, quantifies greenhouse gas reductions from existing municipal programs as well as identifies potential reductions from the implementation of additional measures, and DIRECTED the Climate Change Working Group to work with the County Administrator's Office and county departments to identify and evaluate other measures that could be implemented to further reduce greenhouse gas emissions in the County.